

**File Code:** 1200

**Date:** October 1, 2014

Dear Sir or Madame,

This letter is to inform you, or your organization, of the opportunity to participate in collaborative decision making and distribution of funding for projects on the Idaho Panhandle National Forests as a member of the Idaho Panhandle Resource Advisory Committee (RAC). The Idaho Panhandle RAC is seeking applicants to fill up to seven vacancies on their 15-member Resource Advisory Committee. The committee's duties include recommending projects and funding to improve forest health, watersheds, roads and facilities on or adjacent to the Idaho Panhandle National Forest.

RAC committee members will be officially appointed by the Secretary of Agriculture for a term of 2 years; shall not receive compensation; and must be able to commit the time necessary to carry out the committee responsibilities of several full-day meetings each year. Members should reside within Boundary, Bonner, Kootenai, Shoshone or Benewah County to the extent practicable.

The Idaho Panhandle RAC has a proven track record of improving collaborative relationships. Committee members work across a wide variety of interests to successfully propose or approve projects and associated funding for improvements that benefit the residents of north Idaho, as well as those who come to visit the Idaho Panhandle National Forest. Past projects include; noxious weed control, road realignment, trail construction and improvement, timber sale preparation and the restoration of fish passages to restore native species.

New advisory committee members will be appointed by the Secretary of Agriculture and must represent a wide variety of interests. RAC committees must be balanced and diverse with equal representation from industry, environmental groups, recreation groups, elected officials, and local residents. Currently there are vacancies in all of the following categories on the Idaho Panhandle RAC.

**Category A:**

- organized labor or non-timber forest product harvester groups;
- developed outdoor recreation, off-highway vehicle users, or commercial recreation activities;
- energy and mineral development, or commercial or recreational fishing interests;
- commercial timber industry; or
- Federal grazing permit or other land use permit holders or represent non-industrial private forest land owners within the area for which the committee is organized.

Category B:

- nationally recognized environmental organizations;
- regionally or locally recognized environmental organizations;
- dispersed recreational activities;
- archaeological and historical interests; or
- nationally- or regionally-recognized wild horse and burro interest groups, wildlife or hunting organizations, or watershed associations.

Category C:

- state-elected office holder (or a designee);
- county or local-elected office holder;
- American Indian Tribes within or adjacent to the area for which the committee is organized;
- area school officials or teachers; or
- affected public-at-large.

Applicants will be evaluated based on their training and experience working with the interest they represent, their demonstrated commitment to collaborative decision-making, and their contribution to the balance and diversity of the RAC. Currently there is one vacancy in each category to be filled.

If you are interested in serving on the Idaho Panhandle RAC please complete the attached application (AD-755). The application must be filled out as completely as possible. Incomplete applications may not be reviewed. Additionally, although answering questions regarding race, sex and national origin are voluntary, applicants are encouraged to complete this section due to the value of this statistical information to agency diversity reporting efforts. Complete applications should be sent to Jason Kirchner, Idaho Panhandle RAC Coordinator, 3815 Schreiber Way, Coeur d'Alene, Idaho 83815 or emailed to [jdkirchner@fs.fed.us](mailto:jdkirchner@fs.fed.us). If you have questions or would like more information about the responsibilities of the RAC, please contact Mr. Kirchner at (208) 765-7211 or by email. Applications are being accepted until all positions are filled.

/s/ *Mary Farnsworth*

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Mary Farnsworth  
Forest Supervisor, Idaho Panhandle National Forests  
Designated Federal Official, Idaho Panhandle RAC

Enclosures:  
AD-755 Advisory Committee Application

United States Department of Agriculture  
**ADVISORY COMMITTEE OR RESEARCH AND PROMOTION  
 BACKGROUND INFORMATION**

**Idaho Panhandle Resource Advisory Committee**

**Privacy Act Notice**

Public Laws 95-113 and 93-579 permit collection of the data requested on this form. The information is used to determine qualifications, suitability and availability for service on advisory committees or research and promotion boards/councils. The information will be used to conduct background clearances and/or for annual reports on advisory committees or research and promotion boards/councils. Failure to submit this information may result in non-selection of a prospective advisory committee member, board/council member or termination of the committee or board/council.

**PLEASE PRINT CLEARLY OR TYPE**

1. Name (Last, First, Middle) – Mr., Mrs., Miss., Ms., Dr.

2. Social Security Number:

Passport Number and Issuing Country: *(foreign citizens only)*

3. Residence Address (include ZIP code)

4. Business No.

Home No:

Cell or Mobile:

FAX:

e-Mail Address:

5. Place of Birth

6. Date of Birth

7. *This information is Voluntary and data will not be used to grant preferential treatment:* (See last page for definition of categories.)

What is your gender?

Ethnicity:

What is your race? *(Mark all that apply)*☐ Male☐ Hispanic or Latino☐ American Indian or Alaska Native☐ Female☐ Not Hispanic or Latino☐ Asian☐ Black or African American☐ Native Hawaiian or Other Pacific Islander☐ White

8. Company/Business Name

9. Company/Business Address (include ZIP Code)

9a. Occupation/Title

10. [Insert appropriate commodity question(s) from supplemental list.] *(To be completed by R&P Board Members Only)*

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10a. If applicable, how long have you been engaged in farming or production, and what is the size of your farming operation. (i.e. List acreage and pounds produced by kind of crop, as well as, kinds and numbers of livestock?)

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11. List your business experience. *(Use the Continuation Sheet for additional space to answer.)*

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12. List education and any specialized experience. *(Use the Continuation Sheet for additional space to answer.)*

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13. List applicable farm/handler/producer/importer or co-op member industry organizations (indicate whether a member or officer and how long affiliated).

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14. List other affiliations and/or service as a community leader that would benefit you in your role as a member of the advisory committee or research and promotion board/council.

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15. List any Federal advisory committee or board on which you are currently a member and the number of years you have served on that committee or board. *(To be completed by current Advisory Committee Members Only)*

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16. List sources of income in excess of \$10,000 for the past calendar year from other than your primary employment. List only sources; do not show amounts of income from each source. *(To be completed by Advisory Committee Nominees Only)*

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17. Have you ever been convicted of a felony? (A felony is defined as any violation of law punishable by imprisonment of longer than one year). ( ) Yes ( ) No. If yes, please explain on the attached continuation sheet.

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18. As a result of your participation in Federal programs, have any judgments been rendered against you? As a result of participation in any governmental programs relative to the purposes of the advisory committee or research and promotion board/council for which you are a nominee, have any civil or criminal actions been initiated against you?  
( ) Yes ( ) No. If yes, please explain on the attached continuation sheet.

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19. Name as you would prefer it to appear on official correspondence.

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Signature

Date

**Continuation Sheet for Form AD-755**

If you need more space for an answer, use this sheet. Please number each answer to correspond to the number on Form AD-755. When you have completed your answer(s), attach to Form AD-755.

[INSERT COMMODITY BOARD, COUNCIL, OR DELEGATE NAME]

Name (Last, First, Middle) \_\_\_\_\_

Social Security or Passport Number: \_\_\_\_\_

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To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, Room 326-W, Whitten Building, 1400 Independence Avenue, SW, Washington, DC 20250-9410 or call (202) 720-5964 (voice and TDD). USDA is an equal opportunity provider and employer.

## Definition of Ethnicity and Race Categories

### **Ethnicity:**

A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.

### **Race:**

*American Indian or Alaska Native* – A person having origins in any of the original peoples of North and South America (including Central America), and who maintains tribal affiliation or community attachment.

*Asian* – A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.

*Black or African American* – A person having origins in any of the black racial groups of Africa.

*Native Hawaiian or Other Pacific Islander* – A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.

*White* – A person having origins in any of the original peoples of Europe, the Middle East or North Africa.